ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Joint OC/OIT Planning

FROM: Edward J. Maloney
Director of Information Technology

EXTENSION

NO.

DATE 9 JUN 1986

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TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. Deputy Director for Administration	10 JUN 1986			A good start at the working level.
2. ADDA	10 JUN 1986			
3. DDA	12 JUN 1986			3 to 7: Let's try and see what happens.
4.				
5.				
6.				
7. D/OIT				
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FORM 610 USE PREVIOUS EDITIONS
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OIT 0470-86

9 JUN 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM: Edward J. Maloney
Director of Information Technology

SUBJECT: Joint OC/OIT Planning

1. The problem of coordinating Office of Communications and Office of Information Technology activities is a longstanding one, and one that concerns ⬚ and myself. The merger of the Office of Data Processing and the old Domestic Networks Division was the first step, and an important one, in improving the coordination of the Agency's information systems efforts. Still much work needs to be done.   STAT

2. As you are well aware, OIT has an internal planning process that has worked very well over the last decade. Twice a year, in the Fall and in the Spring, OIT personnel have an off-site meeting, open to all interested parties, where long- and short-term architectural issues are discussed. These conferences are known for the frank and open exchanges that take place. Issues are surfaced, solutions proposed (and debated), and from the exchange an office position emerges, or at least various points of view are aired and clarified. Outstanding issues can then be resolved by senior management. A plan summarizing the outcome of the conference is then approved and published.

3. I propose that this planning process be expanded to include the Office of Communications. Twice a year, prior to our internal planning conferences, I will invite the Office of Communications to join us in a special off-site conference. At these joint conferences both offices will present the highlights of their future plans. We will also discuss our respective network architectures and how to improve coordination and integration; other topics will include interface standards, common problems, and the benefits of joint development, procurement, and operations where appropriate. The product of these discussions will be an annual joint strategic plan, and a semi-annual update.

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    4. I intend to propose this approach to [   ] With the   STAT
active participation of management and technical personnel from both
offices, I believe we have an excellent chance to develop a very
useful planning forum. I think if this proves workable, a logical
next step would be to expand the participation to include other DA
components like OIS, Physical and Technical Security/OS, and
P&PD/OL. The benefits of this approach are clear: improved
communications among the offices at all levels, a mechanism for
reaching closure on outstanding issues, and a better coordinated
and integrated information systems strategy. In the Gramm-Rudman-
Hollings era, this enhanced level of coordination will also improve
the DDA position with the Comptroller, as well as address concerns
of the ISB and Executive Director. I recognize that joint planning
conferences are not a panacea. I do believe, however, that they are
a logical and fruitful place to start our efforts to develop a truly
Agency-wide information systems architecture.

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Edward J. Maloney

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